

Request for Proposal

The Alabama Department of Youth Services seeks proposals from qualified entities to provide victim assistance and services in compliance with Prison Rape Elimination Act (PREA), including medical examinations, to victims of sexual assault that have occurred in any of its residential and/or treatment facilities, either state owned or those facilities private owned and operating under a valid, current, and state approved contract with the Alabama Department of Youth Services.

OBJECTIVE: The Alabama Department of Youth Services seeks to secure the professional services of an entity to receive reports of sexual assault, abuse or harassment which have occurred in one of its facilities, either agency or contract providers. Such services must include a 24 hour “hotline” format telephone number for the purposes of reporting such incidents. Services shall also include the provision of counseling services, victim advocacy and the administration of a sexual assault forensic exam kit, (SAFE) to be administered by a duly qualified Sexual Assault Nurse Examiner (SANE) for alleged victims of such assaults.

The entity shall provide the services of qualified personnel to perform the required services and such personnel must be knowledgeable and experienced in the performance of sexual assault examinations and reporting.

The entity shall be expected to provide strict confidentiality in matters surrounding sexual assaults, including the performance of medical exams, any and all treatment received and/or administered by the entity or to which the entity has knowledge.

The entity shall possess an demonstrated knowledge of the Prison Rape Elimination Act (PREA) and be capable of full compliance in carrying out the objectives of this proposal.

All contracts awarded pursuant to this Request for Proposal are subject to approval by the Alabama Legislative Oversight Committee.

CONTRACT PERIOD: The contract period should be approximately two (2) years, beginning approximately 60 days after the award of the contract.

MINIMUM QUALIFICATIONS: The entity chosen should be able to demonstrate a comprehensive knowledge of the Prison Rape Elimination Act (PREA) and be able to provide the services of professionals who are trained in the intricacies of the requirements of the Act. Such professional services should include, but not be limited to, the services of a Sexual Assault Nurse Examiner (SANE) and the proper and appropriate use of a Sexual Assault Forensic Exam Kit (SAFE). The entity shall also be able to provide 24 hour/ 7 day/ a week access to such services, including, but not limited or exclusive use of a reporting “hotline” whose number shall be available at all DYS and private provider contract facilities.

CONTENT OF PROPOSAL: should be presented in a clear and concise format on standard letter size paper.

Proposed flat rate fee for services.

All business information related to the organizational structure of the entity, i.e. corporate or partnership information.

ACT 2001-955 requires a disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5000. The form is available at <http://www.ago.state.al.us/Page-Vendor-disclosure-Statement-Information-and-Instructions>

ACT 2011-535, as amended by Act 2012-491, requires that you enroll in the federal E-Verify program if awarded the contract. A completed form must be attached. Instructions are available at <http://preserveala.org/everify.aspx>

PROPOSAL SUBMITTAL INFORMATION:

Original proposals and three copies must be received by 5:00 p.m. on December 30, 2013 to Alabama Department of Youth Services, 1000 Industrial School Road, P.O. Box 66. Mt. Meigs, AL 36057. ATTN: Dudley Perry. Late proposals will not be accepted.

The Department of Youth Services anticipates that the proposals will be evaluated and the contract awarded by January 15, 2014. DYS expressly reserves the right to reject any or all submitted proposals. All entities submitted proposals shall be notified of DYS' decision regarding this proposal no later than February 1, 2014.

For technical questions regarding this Request for Proposal, please contact Lynne Thrower at 334-215-3889 or via email at lynne.thrower@dys.alabama.gov.